

Sullivan County NH

Type of meeting: Sullivan County Commissioner Special Meeting
Executive Session Meeting Minutes

Per RSA 91-A:3.II.c. - Personnel Issue No. 1

Date/Time: Tuesday, July 11, 2006; 1:31 PM

Place: Newport – Remington Woodhull County Complex, 1st
Floor Commissioners Conference Room

Attendees: Commissioners Donald S. Clarke – *Chair*, Ben Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Peter Farrand – *Human Resource Director*; Heidi Smith – *Director of Nursing*; Sharon Johnson-Callum (minute taker).

1:31 A motion was made, by Commissioner Nelson, to go in to Executive Session for a personnel issue [per RSA 91-A:3.II.c.]. Commissioner Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The vote carried, unanimously.

1:31 Representatives John Cloutier and Larry Converse left the meeting.

BAYLOR POSITION UPDATE AND MEDIA COVERAGE

Heidi Smith, Sullivan County Health Care Director of Nursing, confirmed, though the recent newspaper article was printed otherwise, there were no lay offs at Sullivan County Health Care facility. Ms. Smith discussed the meetings held with staff previously - when they began the Baylor program. Through the meetings, they heard of a need to allow for Baylor hours in order to solve childcare issues and anticipated less call outs implementing the program. After implementation, a few months along, they found call outs had increased; most recently, 7-8 call outs per weekend. Weekend supervisors and the Director of Nursing were called in to provide LNA Baylor position coverage. Ms. Smith noted she had gone on to the Baylor shift twice in order to discuss the issue, yet it made no impact on decreasing call outs. She noted there came to light a second issue - a subculture developing that where Baylor's were thinking of themselves as "baby sitters" on weekends and the rules that applied per week did not apply towards them on weekends. Finally, a third issue came to light, through pre-surveys conducted by Genesis at resident council meetings. At two council meetings Genesis received feedback on the lower quality of care during the weekend shifts – untimely meals, bathing and walking residents. When these issues came to light, Ms. Smith sat down with the Human Resource Director and they began to develop a plan to eliminate the issues. However, before the plan could be implemented, rumors began and the press was contacted with inaccurate information, which is why the newspaper article came about. The D.O.N met with the different shifts about the Baylor positions, Melissa [Barrette] Staffing Coordinator created dummy schedules without the Baylor position shift. D.O.N. spoke to staff over the week and the staff personnel are providing a list of their shift preferences. They may now find they have overstaffing in some areas and will review staffing patterns

to make appropriate shift/floor staffing changes. They have offered part and full time without 12-hour shifts and per diem. Most people she has talked to understand the situation and understood what would occur if the Baylor program failed. Commissioner Clarke requested a sheet reflecting the number of call outs – he'd like to have this information on hand if people inquire. Ms. Smith indicated she has this on a calendar system and will e-mail it to him. Per request, Mr. Farrand noted how the rumors might have begun. Mr. Farrand noted, once he saw the article, he contacted the reporter to provide the facts.

Ms. Smith discussed that the removal of the Baylor hours is being done in two stages, with the LNA's first, RN's continue to have Baylor hours at this time.

1:53 Heidi Smith left the room.

1:53 A motion was made, by Commissioner Nelson, to come out of executive session. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ethel Jarvis".

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.